



Norwood Middle School

English Learner Advisory Committee Agenda/Minutes

Agenda/Actas del Comité Asesor para Estudiantes de Inglés

Date & Time (*Fecha & Hora*) 04/22/2026 8:15 AM

Location (*Ubicación*) Library

Zoom Link (*Enlace de Zoom*) NA

ELAC Attendance *Asistencia al ELAC*

Officers / <i>Funcionarios</i>	Present / Absent <i>Presente/ Ausente</i>
ELAC Member: <i>Miembro ELAC:</i> Leticia Kiwan	Yes (Si)
ELAC Member: <i>Miembro ELAC:</i> Danielle Burmaster	Yes (Si)
ELAC Member: <i>Miembro ELAC:</i> Linda Osterling	No
ELAC Member: <i>Miembro ELAC:</i>	
ELAC Member: <i>Miembro ELAC:</i>	
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ELAC Member: <i>Miembro ELAC:</i>	
<i>*Parents that are employees of the school may not serve as a parent member of the ELAC.</i> <i>* Los padres que sean empleados de la escuela no pueden ser miembros del ELAC.</i>	
Staff: Principal or Designee/Teachers/Other Staff <i>Personal: Director(a) o Designado(a)/ Maestros/ Otro Personal</i>	Present / Absent <i>Presente/ Ausente</i>
Principal: <i>Directora(a):</i> Leticia Kiwan	Yes (Si)
Vice Principal: <i>Sub Director/a:</i> Danielle Burmaster	Yes (Si)
Academic Intervention Specialist, Bilingual: Meilen Lao <i>Especialista en Intervención Académica, Bilingüe:</i>	No
Family Community Liaison: Elizabeth Perez <i>Enlace Comunitario Familiar:</i>	Yes (Si)
Bilingual Para: <i>Asistente Bilingüe:</i> Lee Thao	No
Other Staff: <i>Otro Personal:</i>	
Other Staff: <i>Otro Personal:</i>	
Other Staff: <i>Otro Personal:</i>	
Other Staff: <i>Otro Personal:</i>	

Parents, Guardians, Community Members <i>Padres, Tutores, Miembros de la Comunidad</i>
Maraa Savvedra
Elizabeth Perez
Gabriela Roque
Jorge Rodriguez
Maribel Rodriguez

AGENDA		
ITEM <i>ARTÍCULO</i>	Facilitator <i>Facilitador(a)</i>	Minutes <i>Minutas</i>
Call to Order / Sign in sheet <i>Orden del Día/ Hoja de Firmas</i>	Chairperson <i>Presidente</i>	This meeting is called to order at: <i>Se abre la sesión a las</i> 8:15 AM Total Members in Attendance: 6 <i>Total de Miembros Presentes:</i>
Review Agenda <i>Repasar Agenda</i>	Chairperson <i>Presidente</i>	Summary of Comments (<i>Resumen de Comentarios</i>) Principal reviewed agenda items for the day including Needs Assessment review.
Review / approve minutes from last meeting <i>Revisar/aprobar el acta de la última reunión</i>	Chairperson <i>Presidente</i>	I move to approve the <i>Propongo aprobar a la</i> Minutes/Actas Person <i>Persona:</i> Danielle Burmaster Second <i>Se secundó:</i> Elizabeth Perez In favor <i>A favor</i> : 5 Oppose <i>En contra:</i> 0 Abstain <i>En abstención:</i> 0 Motion: Pass or Fail: Pass <i>Moción: Aprobada o Rechazada</i>

ELAC Mandated Topics: (Choose from ELAC Timeline & Meeting Resources) Tema Obligatorio del ELAC: (elegir entre los recursos de ELAC Timeline & Reuniones) ELPAC Progress	President/ Chairperson & Principal <i>Presidente y Directora(a)</i>	Summary of Action Taken <i>Resumen de Medidas Adoptadas</i> Principal reviewed the school's progress on the ELPAC which shows progress for our ELL students.
ELAC Mandated Topics: (Choose from ELAC Timeline & Meeting Resources) Tema Obligatorio del ELAC: (elegir entre los recursos de ELAC Timeline & Reuniones) Reclassification update	President/ Chairperson & Principal <i>Presidente y Directora(a)</i>	Summary of Action Taken <i>Resumen de Medidas Adoptadas</i> Principal gave an overview of the reclassification process for our students.
ELAC Mandated Topics: (Choose from ELAC Timeline & Meeting Resources) Tema Obligatorio del ELAC: (elegir entre los recursos de ELAC Timeline & Reuniones) SBAC	President/ Chairperson & Principal <i>Presidente y Directora(a)</i>	Summary of Action Taken <i>Resumen de Medidas Adoptadas</i> Principal gave a break down of the changes in academic growth for NJHS from 23-24 school year until present. NJHS 5% growth in academics.

ELAC Mandated Topics: (Choose from ELAC Timeline & Meeting Resources) Tema Obligatorio del ELAC: (elegir entre los recursos de ELAC Timeline & Reuniones) Needs Assessment Links SPSA	President/ Chairperson & Principal <i>Presidente y Directora(a)</i>	Summary of Action Taken <i>Resumen de Medidas Adoptadas</i> Principal described a needs assessment went out which made some changes in the SPSA. Teachers indicated items they bought for incentives which contributed to increasing scores.
ELAC Mandated Topics: (Choose from ELAC Timeline & Meeting Resources) Tema Obligatorio del ELAC: (elegir entre los recursos de ELAC Timeline & Reuniones) SPSA Goals	President/ Chairperson & Principal <i>Presidente y Directora(a)</i>	Summary of Action Taken <i>Resumen de Medidas Adoptadas</i> SPSA goals were reviewed. Principal described how the SPSA goals are connected to the budget and the things that teachers and staff want to do to progress student learning.
ELAC Mandated Topics: (Choose from ELAC Timeline & Meeting Resources) Tema Obligatorio del ELAC: (elegir entre los recursos de ELAC Timeline & Reuniones) DATA	President/ Chairperson & Principal <i>Presidente y Directora(a)</i>	Summary of Action Taken <i>Resumen de Medidas Adoptadas</i> A review of the California Dashboard Data and TR data portal information was reviewed by the Principal.

DELAC Reporting <i>Informes DELAC</i> NA	DELAC Representative <i>Representante DELAC</i>	Summary of Reporting (<i>Resumen de Informes</i>) NA
Other Presentation: (Topics requested by ELAC members) <i>Otra Presentación:</i> <i>(temas solicitados por miembros del ELAC)</i> NA	Principal Director/a	Summary of Presentation (<i>Resumen de Presentación</i>) NA
Other Committee Reports (if needed): SSC, PTA, LCAP, Etc. <i>Otros Informes del Comité (si es necesario): SSC, PTA, LCAP, Etc.</i> NA	SSC, PTA or Other Representatives <i>SSC, PTA u Otros Representantes</i>	Summary of Reporting (<i>Resumen de Informes</i>) NA

Public Comment (2 minutes per speaker) <i>Comentarios del Público (2 minutos cada participante)</i>	Secretary <i>Secretario/a</i>	Summary of Comments (Resumen de Comentarios) Parent question: Tardies, the alert on Aeries, what does that mean. Answer from Principal: check in with Jill to clear tardies and look on Aeries parent portal. Parent question: Their student struggles with advocating for herself. Parent encourages her to ask for help. Parent feels unable to provide support. Answer: Students should talk to their ELD teacher to ask her for assistance in communicating with other teachers. Parent asked about 8th grade promotion requirements. Principal handed out list of requirements for 8th grade promotion and end of the year activity participation.
Announcements: <i>Anuncios:</i>	Principal <i>Director/a</i>	Summary of Action Taken <i>Resumen de Medidas Adoptadas</i> NA
Adjournment: <i>Aplazamiento:</i>	Chairperson <i>Presidente</i>	Time: Hora: 9:06 AM

Next meeting date: <i>Fecha de próxima reunión:</i>	05/13/2026	8:15 AM
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